

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

THE WEEK OF NOVEMBER 2-7, 2009.

MONDAY, NOVEMBER 2, 2009

(No Meetings)

TUESDAY, NOVEMBER 3, 2009

* 5:15 p.m.	Veterans' Recognition Subcommittee	Room201—Northern Bldg. 305 E. Walnut Street
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WEDNESDAY, NOVEMBER 4, 2009

* 4:30 p.m.	Planning Commission Board of Directors	Board Rooms A & B Sophie Beaumont Building 111 N. Jefferson Street
* 5:30 p.m.	Executive Committee	Room200—Northern Bldg. 305 E. Walnut Street

THURSDAY, NOVEMBER 5, 2009

(No Meetings)

FRIDAY, NOVEMBER 6, 2009

(No Meetings)

***Agendas Enclosed**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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VETERANS SUBCOMMITTEE

Jack Krueger, Chair

Sherry Steenbock, Vice Chair

Donald Bettine, James Haskins, John Maino,
Troy Ness, Duane Pierce, Kristen Verhaagh,
John Walschinski.

****Running Total of Veterans' Certificates: 1137**

VETERANS' RECOGNITION SUBCOMMITTEE

Tuesday, November 3, 2009

****5:15 p.m.****

Room 201, Northern Building
305 E. Walnut Street

1. Call Meeting to Order.
2. Invocation by Jim Haskins.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of October 13, 2009.
5. Discuss Plans for the 2009 Veterans' Day Program at Duck Creek VFW.
6. Report from CVSO Jerry Polus (if available).
7. Report from Chair Jack Krueger
8. Report from Committee Members (Steenbock, Bettine, Haskins, Maino, Pierce, Verhaagh, & Walschinski).
9. Such other Matters as Authorized by Law.
10. Adjourn.

Jack Krueger, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Word97agenda/humsvc/Veterans'Subcmte/September 8_2009.doc

Please note change in meeting time and location.

**AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, November 4, 2009
Sophie Beaumont Building
111 North Jefferson Street, Board Rooms A and B
Green Bay, WI 54301
4:30 p.m.**

ROLL CALL:

Paul Blindauer	_____	John Klasen	_____
James Botz	_____	Pat Kolarik	_____
Keith Chambers	_____	Andy Lundt	_____
William Clancy	_____	Patrick Moynihan, Jr.	_____
Norbert Dantine, Jr.	_____	Ken Pabich	_____
Ron DeGrand	_____	Mike Soletski	_____
Bernie Erickson	_____	Alan Swatloski	_____
Mike Fleck	_____	Mark Tumpach	_____
Steve Grenier	_____	Jerry Vandersteen	_____
Mark Handeland	_____	Tim VandeWettering	_____
Phil Hilgenberg	_____	Dave Wiese	_____
Dotty Juengst	_____	Vacant (Scott & Bellevue)	_____

1. Approval of the minutes of the October 7, 2009, regular meeting of the Brown County Planning Commission Board of Directors.
2. Receive and place on file the draft minutes from the September 30, 2009, meeting of the Lower Fox River and Green Bay Shoreline Waterfront Redevelopment Steering Committee.
3. Discussion and action concerning the 2010 Transportation Planning Work Program.
4. Discussion and action regarding EPA Brownfield Grant project application.
5. Per the request of Norbert Dantine, Jr., President of the Brown County Planning Commission Board of Directors, discussion and action regarding communication from Mary Scray, Brown County Supervisor District 23, requesting that the Planning Development and Transportation Committee consider privatization for planning services for Brown County.
6. Director's report.

7. Brown County Planning Commission staff updates on work activities during the month of October 2009.
8. Other matters.
9. Adjourn.

Members of the Brown County Planning Commission Board of Directors may be in attendance at the Executive Committee meeting of the Brown County Board of Supervisors, scheduled for 5:30 p.m., Wednesday, November 4, 2009, in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, WI. Please take notice that it is possible that a majority or quorum of the Brown County Planning Commission Board of Directors may be present at this meeting. This may constitute a meeting of the Brown County Planning Commission Board of Directors for purposes of discussion or information gathering relative to the agenda as it relates to consideration of privatization of planning services for Brown County.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 ON THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EXECUTIVE COMMITTEE

Mary Scray, Chair

Guy Zima, Vice Chair

Bernie Erickson, Tom Lund

Patrick Evans, Andy Nicholson, John Vander Leest

EXECUTIVE COMMITTEE

Wednesday, November 4, 2009

5:30 p.m.

Room 200, Northern Building

305 E. Walnut Street

****Please Bring Budget Book****
(Combined Regular & Budget Meeting)

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of October 12, 2009.

Comments from the Public

Communications

1. Communication from Supervisor Scray re: Request PD&T Consider Privatization for Planning Services for Brown County. (Referred from October County Board.)
2. Communication from Supervisor Andrews to develop a process, including a form to fill out, to articulate the factors that lead to the need for a budget transfer to cover shortfalls with a section to be filled out by our financial office indicating where funds can be taken from. This form should be presented along with the request for budget transfer, and included in our packets. (Referred from Administration Committee.)

Legal Bills

3. Review and Possible Action on Legal Bills to be paid.

Reports

4. County Executive.
 - a. Resolution re: LRB-1657/2 Regulating Self-Insured Health Plans.
5. Labor Negotiator Report.
 - a. Review Process Regarding Hiring Freeze Resolution.
6. Internal Auditor Report.
 - a. Update on Budget Projects Completed.
 - b. Other.
7. Board Attorney Report.
 - a. Driver's License Fraud Penalties.
 - b. Resolution re: Adopting a Policy Toward Customer Service.

Standing Item

8. Review Brown County requirements of ID when applying for any Social Services from the County. (Item to be discussed in December).

Resolutions, Ordinances

9. Ordinance re: To Amend "Schedule A – Records Retention Schedule – Personnel" Appended to Section 3.15 of the Brown County Code. (Referred from Administration Cmte).
10. Resolution re: Change in Table Organization Sheriff's Department (Transfer Accountant position from the Sheriff's Department to the Department of Administration.) (Referred from Admin & Public Safety Committees).
11. Resolution re: Change in Table of Organization Department of Administration/ Information Services.
12. **Closed Session:** pursuant to sec. 19.85(1)(e), Wis. Stats., for the purpose of deliberating or negotiating the purchase of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session -- Patrick Engineering."
13. **Closed Session:** pursuant to sec. 19.85(1)(b), Wis. Stats., to consider an appeal of a discipline of a public employee."

BUDGET REVIEW

Nondivisional Budgets

14. County Executive – Review of 2010 department budget.

Nondivisional Budgets

15. Board of Supervisors - Review of 2010 department budget.

Resolutions, Ordinances

16. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Department of Administration*).
17. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Facility & Park Management Department*).
18. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Human Resources Department*).
19. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Museum*).
20. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Aging & Disability Resource Center*).
21. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Health Department*).
22. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Human Services Department*).
23. Resolution re: Approving new or Deleted Positions During the 2010 Budget Process. (*Sheriff's Department*).
24. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Planning and Land Services*).
25. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*Register of Deeds*).
26. Resolution re: Approving New or Deleted Positions During the 2010 Budget Process. (*UW-Extension*).
27. Such other matters as authorized by law.

Mary Scray, Chair

Attachments

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda. Word97/agendas/exec/October9_2009.doc



NOVEMBER 2009



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	Vets' Recognition 5:15pm	Executive Cmte 5:30 pm (budget & reg)	5	6	7
8	Board of Supervisors 9am	9	 Veteran's Day	Facility Master Plan SubCmte 5:15pm	13	14
15	16	Homeless 3:30pm	Administration Cmte 5:30pm	19	20	21
22	Land Con 6pm Plan Develop & Trans 6:30pm	Criminal Justice Coord Bd 3:30pm	Human Svc Cmte 6pm (tentative)	 THANKSGIVING	27	28
29	30					



DECEMBER 2009



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	Public Safety 5pm	Ed & Rec 5:30pm		5
6	Executive Cmte 6pm	Vets' Recognition 5:15pm	9	10	11	12
13	14	Homeless 3:30pm	EMS 1:30pm Board of Supervisors 7pm	Facility Master Plan SubCmte 5:15pm	18	19
20	21	Administration Cmte 5:30pm	Human Svc Cmte 6pm	Christmas Eve	 MERRY CHRISTMAS!	26
27	Land Con 6pm Plan Develop & Trans 6:30pm	Criminal Justice Coord Bd 3:30pm	30	New Year's Eve	31	

BROWN COUNTY COMMITTEE MINUTES

- **Community Options Program Planning Committee (October 26, 2009)**
- **Housing Authority (October 19, 2009)**
- **Local Emergency Planning Committee (September 8, 2009)**

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE

A regular meeting of the Brown County Community Options Program Planning Committee took place on Monday, October 26, 2009 at 111 North Jefferson Street, Green Bay, Wisconsin.

Present: Carlene Felmer, Sunny Archambault, Helen Desotell, Patricia Hickey, Darlene Marcelle, Shirley Richardson, and Jean O'Leary

Absent: Kristy Robb

Excused: Chua Xiong

Others Present: Brian Shoup and Mary Rasmussen of BCHSD

Chairperson Carlene Felmer called the meeting to order at 8:31 a.m. with roll call. A quorum was present.

MODIFICATION/APPROVAL OF AGENDA

Ms. O'Leary said there is an addition of item 9C, another COP High Cost request.

MOTION: Ms. Marcelle moved to approve the agenda as modified. Ms. Hickey seconded. Motion carried unanimously.

MODIFICATION/APPROVAL OF MINUTES

MOTION: Ms. Marcelle moved to approve the September 28, 2009 minutes as mailed. Ms. Richardson seconded. Motion carried unanimously.

FAMILY CARE UPDATE

Ms. O'Leary said the district has chosen a new name, the "Northeast Wisconsin Family Care District" (not abbreviated to "N.E.W."). The website should be up and running by the end of this month and there will be a link to it on the Brown County website. The district met last week, and there are new ads out to recruit for a Planning Director and a Fiscal Manager. The ads will go out on electronic listservs statewide. They are staying away from newspaper ads this time with the exception of the Shawano newspaper. The first recruiting ad was too vague, and the new one is more specific with regard to qualifications and desired experience. There is a training session tomorrow in Green Bay that will explain to case managers the difference between "care management" and "case management."

REPORTS

Current Status of COP Funding – Ms. O'Leary said we are in a good position and are working up five people from the waiting list. We will not have to send any funding back to the state.

PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE–OCTOBER 26, 2009

Waiting List – Ms. O’Leary said it is essentially the same as last month. The accuracy will improve once the waiting list database recovery is complete, and the actual number will be less than the 800+ that it is now. We are also working on cleaning up HSRS so that everything we have matches what the state has for records. We are attempting to get consumer who currently receive straight county dollars onto the waiting list in preparation for Family Care.

Money Expenditures by Target Group – Ms. O’Leary said we’re still slightly under the state’s significant proportion percentage requirements for elderly and developmental disability, so those are the two groups we are concentrating on when placing people on service. Mr. Shoup asked how significant proportion requirements are decided and how co-occurring disabilities are represented. Ms. O’Leary will have more specific information about significant proportions next month. If, for example, an elderly person is also mentally ill or an alcohol/substance abuser, the elderly status takes precedence over the other disability. If a consumer has been diagnoses DD prior to age 22, however, the DD status takes precedence even after age 65.

MOTION: Ms. Marcelle moved to receive the reports and place them on file. Ms. Archambault seconded. Motion carried unanimously.

CLOSED SESSION

Ms. Felmer read the following notice:

Pursuant to 19.85(1)(f) considering financial, social and/or personal history of specific persons, which if discussed in public would be likely to have a substantial adverse effect on the reputation of the persons referred to--

MOTION: Ms. Desotell moved to go into closed session. Ms. Hickey seconded. Ms. Felmer then conducted a roll call vote. Ms. Archambault, Aye, Ms. Desotell, Aye, Ms. Hickey, Aye, Ms. Marcelle, Aye, Ms. Richardson, Aye, Ms. Felmer, Aye. Motion carried.

MOTION: Ms. Marcelle moved to return to regular open session. Ms. Archambault seconded. Ms. Felmer then conducted a roll call vote. Ms. Archambault, Aye, Ms. Desotell, Aye, Ms. Hickey, Aye, Ms. Marcelle, Aye, Ms. Richardson, Aye, Ms. Felmer, Aye. Motion carried.

During the closed session the Committee made the following decisions:

9A) Request for COP High Cost funds for dental work

MOTION: Ms. Archambault moved to approve the request. Ms. Desotelle seconded. Motion carried unanimously.

9B) Request for COP High Cost funds for adaptive aid

MOTION: Ms. Archambault moved to approve the request. Ms. Richardson seconded. Motion carried unanimously.

PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE—OCTOBER 26, 2009

9C) Request for COP High Cost funds for construction of a ramp

MOTION: Ms. Archambault moved to approve the request. Ms. Desotelle seconded. Motion carried unanimously.

Item 10A was for information only per resolution passed by the Committee on June 22, 2009.

MOTION: Ms. Hickey moved to receive the report and place it on file. Ms. Desotelle seconded. Motion carried unanimously.

ANY OTHER BUSINESS AUTHORIZED BY LAW

After discussion, the Committee agreed that if another COP High Cost fund request comes in prior to the state's November 13 deadline we will attempt to call a special meeting. There is expected to be between \$2,000 and \$3,000 left of our allocation, and we will make every attempt to prevent sending it back.

MOTION: Ms. Marcelle moved to adjourn. Ms. Desotelle seconded. Motion carried unanimously. The meeting adjourned at 9:23 a.m.

Respectfully submitted,
Mary Rasmussen

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, October 19, 2009
City Hall
100 N. Jefferson Street, Room 604
Green Bay, WI 54301
3:00 p.m.

MEMBERS PRESENT: Darlene Hallet-Chair, Michael Welch-Vice Chair, Tom Diedrick, Paul Kendle, Rich Aicher.

MEMBERS EXCUSED: None.

MEMBERS ABSENT: None.

OTHERS PRESENT: Rob Strong, Robyn Hallet, DonElla Payne, Chip Law, N. Halvorsen.

APPROVAL OF MINUTES:

1. Approval of the minutes from the September 21, 2009, meeting of the Brown County Housing Authority.

R. Aicher stated that on page 4 of the minutes, the name R. Aicher should be substituted with M. Welch for the paragraph that states: "R. Aicher stated that he doesn't see anything referencing fraud..."

A motion was made by R. Aicher and seconded by T. Diedrick to approve the minutes with the amendment. Motion carried.

COMMUNICATIONS:

None.

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program.
 - A. Preliminary Applications
D. Payne stated that there were 180 preliminary applications received by ICS for the month of September.
 - B. Housing Assistance Payments
D. Payne stated that the HAP for September was \$1,016,081.00.
 - C. Housing Assistance Unit Count
D. Payne stated that the unit count for September was 2,665.
 - D. Housing Quality Standard Inspection Compliance

D. Payne stated that that initial pass inspection rate was up to 44.68%, The re-evaluation inspections rate dropped to 23.15%. The fail rate was at 32.18%, which is a correction from what is listed on the report.

- E. Housing Choice Voucher Administrative Costs and HUD 52681B
C. Law distributed 52681B reports to the members. With A. May Steffel having left for a new position, there are several components that are difficult to gather right now. He stated that ICS is \$36,228.81 under budget so far for the year. As he stated at the previous meeting, he does believe that number will not remain that high for the final quarter. The FSS Administrator dollars are also under budget by approximately \$5,000.00.

- F. SEMAP Monitoring Report
D. Payne stated that SEMAP is still at 100% and that they are still a high performer.

- G. Report of the Housing Choice Voucher Family Self-Sufficiency Program.
D. Payne stated that there were 100 clients in September, of which 38 have escrow accounts. There were no graduates for the month of September. There is one new contract for September.

- H. Report on the Housing Choice Voucher Home Ownership Option.
D. Payne stated that the client count is at 94.

3. Report on Langan Investigations Criminal Background Screening and Fraud Investigations.

D. Payne stated that there were 9 investigations opened in September, with 2 investigations closed as substantiated, 3 closed as unable to substantiate, and 4 remain open.

A motion was made by M. Welch and seconded by P. Kendle to take item 5 before item 4. Motion carried.

NEW BUSINESS:

- 5. Discussion and action on the Mutual Housing Association property consolidation with NeighborWorks® Green Bay on a request that the units covered by the Community Development Corporation's Project-Based Housing Choice Voucher Contract with the BCHA be added to the NeighborWorks® Green Bay/BCHA contract upon consolidation.

N. Halvorsen stated that the Mutual Housing Association (MHA) has asked NeighborWorks® Green Bay to assume ownership of their portfolio of rental housing. He distributed a list of the rental properties that they would be taking over from the Mutual Housing Association. There are five properties that currently have loans from the BCHA. Some of the debt is hard debt, where the MHA is making monthly payments to retire the debt, while in other cases there are soft loans. NeighborWorks® Green Bay is asking the BCHA to allow NeighborWorks® Green

Eay to assume these loans and that the BCHA would subordinate their position to new conventional debt in the cases of the deferred loans, or where the BCHA is already in a subordinate position. Once the consolidation is complete, NeighborWorks® Green Bay would like the BCHA to allow them to assume the project based voucher contracts. All of the properties with the exception of the group homes have project based vouchers and NeighborWorks® Green Bay would like to continue to provide that service.

F. Strong stated that what he is hearing being requested is, would the BCHA be willing to allow the assumption of these debts and the BCHA would stay in basically the same security position they are in already, and to also allow NeighborWorks® Green Bay to assume the voucher contracts.

M. Halvorsen stated that is correct.

A motion was made by P. Kendle and seconded by R. Aicher to provide the necessary subordination as NeighborWorks® Green Bay goes through the process of taking over ownership of the MHA properties that the BCHA has a position on with the understanding that the BCHA's security position would not weaken, and also to allow NeighborWorks® Green Bay to assume the project based voucher contracts. Motion carried.

A motion was made by P. Kendle and seconded by M. Welch to return to the regular order of the agenda. Motion carried.

OLD BUSINESS:

4. Finalization of the presentation of the Housing Choice Voucher Program for County Board of Supervisors at their October 21, 2009, meeting.

F. Hallet stated that the Board has a hard copy of the power point presentation that will be presented to the Board of Supervisors, which does include the changes that were discussed at the last meeting of the BCHA. R. Hallet briefly went over the changes and stated that representatives from the Department of Housing and Urban Development would be attending this presentation.

NEW BUSINESS:

6. Discussion and action on 2010 payment standards.

E. Payne stated that it was discussed several months ago to go with the dual payment standard. The table shows that the rents in the City would stay the same in 2010 as they were in 2008 and 2009. For example, the rent would be at 573 for a 0 bedroom, which would bring it to 105.52%. Outside of the City the rent would be 597 for a 0 bedroom, which would bring it to 109.94%. There are higher standards outside of the City and that will help with deconcentration.

F. Strong stated that the reason behind bringing the payment standards down was to be able to serve more clients.

A motion was made by R. Aicher and seconded by M. Welch to approve the 2010 payments standards as proposed. Motion carried.

7. Discussion and action on proposed Administrative Plan change for Chapter 12, page 23.

D. Payne stated that ICS wants to tighten up the language and make it even tighter than what HUD says are the bare minimum requirements. Chapter 12, page 23 would now state, "Members of the household must not engage in abuse of alcohol in a way that threatens the health, safety, or right to peaceful enjoyment of others."

A motion was made by P. Kendle and seconded by T. Diedrick to approve the proposed Administrative Plan change for Chapter 12, page 23, as presented. Motion carried.

8. Discussion and action on proposed Administrative Plan change for Chapter 16, page 23.

D. Payne stated that the changes proposed are for overpayments that are not the result of unreported income and for overpayments that are the result of unreported income. The change will also include an example for overpayments that result from unreported income so that it is easier to understand.

F. Hallet explained that this change would clarify how far back we could charge the overpayment if a client fails to report income within the required 10 day period.

T. Diedrick questioned if someone who has a cognitive disability would understand this.

C. Law stated that this simplifies this for the client because they simply have to notify ICS within 10 days of any changes in their income and then they won't have to worry about anything to do with overpayment.

D. Payne stated that the client receives this information verbally several times and also in writing.

F. Hallet stated that bullet point three needs to have the word "have" after the word "then."

A motion was made by P. Kendle and seconded by M. Welch to approve the proposed Administrative Plan change to Chapter 16, page 23, with the grammatical correction noted. Motion carried.

9. Discussion on HUD's changes to FSS Program Coordinator funding and approval to submit to HUD a renewal application for 3 FSS Coordinator positions for 2010.

D. Payne stated that the form is complete even though it may look like it is not complete because of all of the changes HUD has done. This has to be returned to HUD next week.

A motion was made R. Aicher and seconded by T. Diedrick to approve the submission to HUD of a renewal application for 3 FSS Coordinator positions for 2010. Motion carried.

R. Hallet asked D. Payne to talk about the HUD changes to the FSS Program Coordinator funding.

D. Payne explained that HUD is funding according to how many cumulative clients were in FSS from July 1, 2008 through June 30, 2009. Twenty-five clients is one position, seventy-five clients is two positions, one hundred twenty-five clients is three positions, and then it continues to go up.

10. Discussion of ICS's intentions to release a Request for Proposal for HCV applicant screenings. ICS's current contract with Langan Investigations ends November 30, 2009.

D. Payne stated that the contract with Langan Investigations expires on November 30, 2009. She would like to put out a bid request for proposals because she needs to be able to compare agencies for what they offer and for the prices. The Requests for Proposals will be going out next week and need to be returned by November 13, 2009. A decision on which agency would be used will be reached by November 20, 2009.

R. Aicher noted that Langan & Associates have provided very comprehensive services and the Authority would expect the same quality in the future.

BILLS:

R. Hallet distributed an addendum to the bills.

A motion was made by T. Diedrick and seconded by P. Kendle to approve the payment of the bills. Motion carried.

FINANCIAL REPORT:

The financial report was received and placed on file.

STAFF REPORT:

R. Strong stated that approximately 40 applications have been received for the Senior Accountant position.

A motion was made by R. Aicher seconded by M. Welch to adjourn the meeting at 4:22 p.m. Motion carried.

**PROCEEDINGS OF THE BROWN COUNTY LOCAL EMERGENCY PLANNING
COMMITTEE – LEPC**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Local Emergency Planning Committee** was held on Tuesday Sept 8th 2009 at 1:30 pm at Georgia Pacific 1919 S Broadway Green Bay, WI 54304

PRESENT: Leon Engler, Tom Collins, Jeff Roemer, Rob Goplin, Steve Maricque, Michael Moore, Bill Marotz, Tim O'Conner, Dennis Carr, David Catalano, Ron Koch, Tim Rasmussen, Emery Coonen, Ed Olson, Mark Thiry, Cullen Pelter, Roxanne Chronert, Kathy Clayton, Judy Friederichs, Paul Gazdik

1. CALL MEETING TO ORDER:

The meeting was called to order by Tom Collins at 1:30 p.m.

2. APPROVAL OF AGENDA:

A MOTION WAS MADE TO APPROVE THE AGENDA BY TIM RASSMUSSEN.
Vote taken. MOTION CARRIED UNANIMOUSLY.

3. APPROVAL OF MINUTES:

A MOTION WAS MADE TO APPROVE THE MINUTES BY LEON ENGLER.
Vote taken. MOTION CARRIED UNANIMOUSLY.

4. COMMITTEE REPORTS:

A. PUBLIC INFORMATION AND EDUCATION COMMITTEE

-Judy Friederichs reported that the PIE Committee is gearing up for some public outreach and education. The committee is in the process of scheduling members to work the upcoming Fire open houses and Senior Fest at Shopko Hall. The committee also put together an easy to use program guide for the Weather Radio's. The committee's next meeting will be held September 15th at 9 am.

B. EXECUTIVE COMMITTEE

-Cullen Peltier reported that the LEPC appointments were approved by the county board and that all the participants in the LEPC are official members.

C. PLANNING COMMITTEE

- Cullen Peltier asked if anyone is interested in participating in a Table Top Exercise that would reconvene the planning committee to support this process.
-Tom Collins suggested that we look to Sam to help us find a good participant in this process.

-Michael Moore the reviewed his plan for George Pacific for September's Plan for Review

6. OLD BUSINESS/OTHER BUSINESS

A. ARES/RACES UPDATE

-Dave Catalano reported that their group provided communication support in the Airport Exercise, a local Bicycle race, and are continuing to work on simulated tests. Mr. Catalano reported that he is working with Mr. Peltier on getting an HF antenna hooked up in the EOC. They are in contact with WEM for computers and they have added new members to there group.

B. RECENT SPILLS

-Roxanne Chronert gave a brief introduction on who she is and also introduced Kathy Clayton from the EPA. Ms. Chronert gave an overview of the recent spills. Ms. Clayton talked brief of the services that she can provide business in the area specifically local government reimbursement help.

C. Airport Exercise

-Cullen Peltier reported that the Airport Exercise went very well. A few things for improvement but overall a successful exercise.

7. NEW BUSINESS

A. HAZMAT BOARD DISOVLED TO GREEN BAY FIRE

-The committee entered into a Q and A with Cullen Peltier, Chief Roemer and Assistant Fire Chief Goplin dissucsing the HazMat Boards decision to dissolve.

After discussion and questions Tom Collins made a Motion:

To reaffirm the decision made by the HazMat Board of Directors to dissolve all decision making to Green Bay Fire, and keep management of assets with Brown County Emergency Management. Seconded by Leon Engler. A roll call vote passed unanimously: 13-0-0

B. BOU-MATIC OFFICIAL WRITTEN REQUEST FOR INFORMATION

-Cullen fielded a Q and A about a written request from this company believed to be storing chemicals with out reporting. Committee voted unanimously to take action.

C. EPA DEMO

-Was talked about during the Recent Spills report.

8. PUBLIC COMMENT

-Hybrid cars from a responders stand point were discussed. Education and training were suggested.

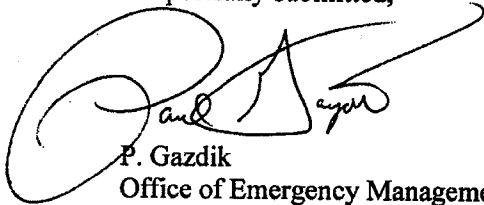
9. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

Nothing at this time

10. ADJOURN

A MOTION WAS MADE BY TO ADJOURN AT 2:45 P.M. 2ND Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'P. Gazdik', is written over a large, stylized circular flourish.

P. Gazdik
Office of Emergency Management